

**SHREWSBURY BOROUGH BOARD OF EDUCATION**  
**SHREWSBURY, NEW JERSEY**  
**REGULAR MEETING**  
**THURSDAY, DECEMBER 13<sup>th</sup>, 2018**  
**AGENDA**

**1.0 Opening Procedures**

1.1 Call to order – 7:00 p.m.

1.2 Flag salute

1.3 Opening Statement

“Public notice of this was emailed to the Asbury Park Press on October 18, 2018 in accordance with the Open Public Meetings Act PL 1975 CH 231, effective January 16, 1976. Notice has been posted in the Fern Ross entrance and Bell Foyer entrance to Shrewsbury Borough School. A copy of this notice is also on file in the office of the Borough Clerk.”

1.4 Roll Call:

Mrs. Barber	Mr. Sweeney
Mrs. Carroll	Mrs. Laughlin
Mrs. Gourley-Thompson	Mrs. Hemel
Mrs. Groom	Mr. MacConnell, Superintendent
Mrs. Hepburn-Goldberg	Ms. Avento, Business Administrator
Mrs. Montgomery	

1.5 Mission Statement

The mission of the Shrewsbury Borough School District, a system built on successful cooperation among family, school and community, is to prepare all students to achieve excellence and to become responsible citizens through rigorous educational programs consistent with the New Jersey Student Learning Standards and which respect individual differences and diversity. Students will be prepared to meet the challenges presented in the regional high school and the world beyond.

**2.0 Closed Executive Session**

2.1 It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to move into Closed Executive Session at \_\_\_\_\_ p.m. to discuss confidential personnel matters or Board Business and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

- 2.2 It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to reconvene into public session at \_\_\_\_\_ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

**3.0 Communications** ~ There were no Communications.

**4.0 Public Participation ~ Agenda Items Only**

**5.0 Superintendent’s Report ~ Mr. MacConnell**

- 5.1 Superintendent’s Report

It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to approve items 5.2 through 5.3 as amended:

- 5.2 Recommend that the Board of Education approve the District HIB Report for the month of November 2018.

- \*5.3 Recommend the Board of Education approve the NJQSAC District Performance Review - School Year 2018-2019 Declaration Page for the 2018-2019 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

## 6.0 Business Administrator’s Report ~ Ms. Avento

It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to approve items 6.1 through 6.2 as listed:

6.1 Recommend that the Board of Education approve the following minutes as amended:

6.1.1 Regular Meeting Minutes, November 14<sup>th</sup>, 2018

6.1.2 Executive Session Meeting Minutes, November 14<sup>th</sup>, 2018

6.2 Recommend that the Board of Education approve the following Board Meeting Schedule/notice for the remainder of the 2018-2019 school year as follows:

Whereas notice is hereby given that pursuant to the "Open Public Meetings Act", PL 1975 Chapter 231, the Shrewsbury Borough Board of Education of the Shrewsbury Borough School District does herewith announce its schedule of meetings to be held during the period from January 2<sup>nd</sup>, 2019 to the next Reorganization Meeting.

Regular (Public) Meetings will be held on the third Tuesday of each month, except for the Reorganization Meeting in January 2019 which will be held on the 1<sup>st</sup> Wednesday and the Regular Session Meeting also in January 2019 which will be held on the 4<sup>th</sup> Tuesday. No Regular Meeting will be held in July 2019. The Board Reorganization Meeting will convene at 7:00 p.m. Regular meetings will convene at 7:30 p.m. in the Media Center of the Shrewsbury Borough School with a Closed Executive Session and the Public portion of the meeting to convene at 8:00 p.m., except for the March, April, May and November when Regular Board meetings will begin at 7:00 p.m. with a closed Executive Session and an 7:30 p.m. public session and be held in the Fern Ross Gymnasium. The purpose of the meetings is to act on all agenda items and any other business to come before the Board.

**NOW, THEREFORE BE IT RESOLVED**, that the Business Administrator is hereby directed to advertise, post and maintain a copy of this resolution on the bulletin board at the Bell Entrance and the Fern Ross entrance and shall file a copy of same in the office, as well as in the office of the Borough Clerk of the Borough of Shrewsbury, and to forward copies to the Asbury Park Press and the Hub newspapers.

**NOTICE OF MEETING**

NOTICE is hereby given that the Shrewsbury Board of Education will hold its annual Board Reorganization on **Wednesday**, January 2<sup>nd</sup>, 2019 at 7:00 p.m. The Shrewsbury Borough Board of Education has formally adopted the 2019 meeting schedule of meetings as follows:

**2019 Regular Meetings**

Wednesday, January 2<sup>nd</sup>, 2019 – Reorganization Meeting  
 Tuesday, January 22<sup>nd</sup>, 2019  
 Tuesday, February 19<sup>th</sup>, 2019  
 Tuesday, March 19<sup>th</sup>, 2019  
 Tuesday, April 16<sup>th</sup>, 2019  
 Tuesday, May 21<sup>st</sup>, 2019  
 Tuesday, June 18<sup>th</sup>, 2019

**2019 Regular Meetings**

July – No Meeting  
 Tuesday, August 20<sup>th</sup>, 2019  
 Tuesday, September 17<sup>th</sup>, 2019  
 Tuesday, October 15<sup>th</sup>, 2019  
 Tuesday, November 19<sup>th</sup>, 2019  
 Tuesday, December 17<sup>th</sup>, 2019

The Board Reorganization Meeting will convene at 7:00 p.m. Regular meetings will convene at 7:30 p.m. in the Media Center of the Shrewsbury Borough School with a Closed Executive Session and the Public portion of the meeting to convene at 8:00 p.m., except for the March, April, May and November when Regular Board meetings will begin at 7:00 p.m. with a closed Executive Session and an 7:30 p.m. public session and be held in the Fern Ross Gymnasium. The purpose of the meetings is to act on all agenda items and any other business to come before the Board.

In the event of a change in the schedule or location of a meeting, proper notification will be sent to the newspaper and the appropriate notices will be posted.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

**7.0 Facilities Committee ~ Mr. Sweeney**

**\*7.1 Committee Report**

Mr. Sweeney reported that the Committee met on December 13, 2018 and reviewed the following:

## 8.0 Finance Committee ~ Mr. Sweeney

### 8.1 Committee Report

Mr. Sweeney reported that the Committee met December 13<sup>th</sup>, 2018 and reviewed the bills and claims, discuss budget strategies & current status of the budget and year end procedures, reviewed ongoing state directives and the items listed below:

It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to approve items 8.2 through 8.10 as amended:

\*8.2 Recommend that the Board of Education approve the following bills:

November 2018 Payroll – 2 <sup>nd</sup> half	\$ 250,693.72
December 2018 Payroll – 1 <sup>st</sup> half	\$ 258,376.74
December 2018 Bills and Claims	<u>\$ 129,897.41</u>
	\$ 638,967.87

\*8.3 Recommend that the Board of Education approve the following transfers within the 2018-2019 General Fund as amended:

<u>FROM</u>	<u>AMOUNT</u>	<u>TO</u>	<u>AMOUNT</u>
11-000-223-610-01 Pd. Supplies	\$1,500	11-000-223-390-01 Pd. Purch. Prof. Svc.	\$1,594
11-000-223-590-01 Pd. District Workshops Rcl for Add'l Funds Needed	\$ 94		
11-000-291-250-01 District Unemployment Rcl for Add'l Funds Needed	\$1,650	11-000-262-590-01 District Insurance	\$1,650

8.4 Pursuant to N.J.A.C. 6:20-2.13(e), I certify that as of November 30<sup>th</sup>, 2018, after review of the appropriations section of the monthly financial reports and upon consultation with appropriate district officials, to the best of my knowledge no major account or fund has been overextended in violation of 6A:23-2.11(c)(3) and 6A:23-2.11(c)(4) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

\_\_\_\_\_  
 Debora Avento

\_\_\_\_\_  
 Date

8.5 Recommend that the Board Secretary's Report for the month of October 2018 with the respective Treasurer's Report be accepted, filed for audit, attached to, and made part of the official minutes of this meeting.

8.6 Recommend that the Board of Education approve Diane Ames for an Occupational Therapy Evaluation for student #5977 in the amount of \$350 for the 2018-2019 school year.

8.7 Recommend that the Board of Education approve Developmental Pediatrics of Central New Jersey for a Comprehensive Neurodevelopmental Assessment for student #6482 in the amount of \$500 for the 2018-2019 school year.

- 8.8 Recommend that the Board of Education motion to approve student #7031 for an out of district placement with the Middletown Township School District for the tuition of \$25,564 for the 2018-2019 school year.
- 8.9 Recommend that the Board of Education approve Developmental Pediatrics of Central New Jersey for a Comprehensive Neurodevelopmental Assessment for student #7030 in the amount of \$500 for the 2018-2019 school year.
- 8.10 Recommend that the Board of Education approve Developmental Pediatrics of Central New Jersey for a Comprehensive Neurodevelopmental Assessment for student #7027 in the amount of \$500 for the 2018-2019 school year.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a roll call vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

## 9.0 Curriculum Committee ~ Mrs. Barber

### 9.1 Committee Report

Mrs. Barber reported that the Curriculum Committee met on December 5<sup>th</sup>, 2018 and discussed the following:

It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to approve item 9.2 through 9.4 as amended:

- \*9.2 Recommend that the Board of Education approve the following field trip at no cost to the Board of Education for the 2018-2019 school year. All costs to be paid by students and/or students and SPTA:

Class/Group:	SBS Ski & Snowboard Club
Destination:	Shawnee Mountain Ski Area
Date(s):	January 12 <sup>th</sup> , 2019
Cost of Trip:	\$2,000
Cost of Transportation:	\$1,449

\*9.2 Continued:  
 Class/Group: Kindergarten  
 Destination: Monmouth Museum  
 Date(s): April 10<sup>th</sup>, 2019  
 Cost of Trip: \$7 per student, \$28 per Teachers/Parents  
 Cost of Transportation: \$225

Class/Group: 3rd Grade  
 Destination: Poricy Park  
 Date(s): May 14<sup>th</sup>, 2019  
 Cost of Trip: \$975  
 Cost of Transportation: \$400

Class/Group: 5<sup>th</sup> Grade  
 Destination: Liberty Science Center  
 Date(s): May 23<sup>rd</sup>, 2019  
 Cost of Trip: \$638.25  
 Cost of Transportation: \$550

Class/Group: 6<sup>th</sup> Grade  
 Destination: PEEC (Pocono Environmental Education Ctr.)  
 Date(s): May 13<sup>th</sup> to May 15<sup>th</sup>, 2019  
 Cost of Trip: \$13,181  
 Cost of Transportation: \$ 4,460

Class/Group: 7<sup>th</sup> Grade  
 Destination: New York  
 Date(s): May 15<sup>th</sup>, 2019  
 Cost of Trip: \$12,800  
 Cost of Transportation: Transportation included in the cost of trip

Class/Group: 8<sup>th</sup> Grade  
 Destination: Washington, DC  
 Date(s): May 29<sup>th</sup> to May 31<sup>st</sup>, 2019  
 Cost of Trip: TBD  
 Cost of Transportation: Transportation included in the cost of the trip

\*9.3 Recommend the Board of Education approve the Shrewsbury Borough School District's 2018-2019 Professional Development Plan.

\*9.4 Recommend that the Board of Education approve the following professional development for travel reimbursement expenditures at the state rate of .31 cents per mile for the 2018-2019 school year as listed:

<u>Staff Member</u>	<u>Program/Workshop/Training</u>	<u>Date</u>	<u>Estimated Mileage</u>	<u>Cost</u>
Melissa Dura	NJ Kindergarten Conf.	2/25/19	\$ 51.59	\$244.00
Laura Gammoh	NJ Kindergarten Conf.	2/25/19	\$ 55.56	\$244.00
Staci Fox	Mindfulness in Classroom	1/28/19	\$ 4.16	\$199.00
Mary Ellen Phillips	MC3 Winter Summit	1/11/19	\$ 4.22	\$0
Jill Gindi	MC3 Winter Summit	1/11/19	\$ 1.05	\$0

\*9.4 Continued:

<u>Staff Member</u>	<u>Program/ Workshop/Training</u>	<u>Date</u>	<u>Estimated Mileage</u>	<u>Cost</u>
Cate Moore	MC3 Winter Summit	1/11/19	\$ 2.79	\$0
Staci Fox	MC3 Winter Summit	1/11/19	\$ 4.46	\$0
Laura Ehlers	Liberty Science Center	1/29-30/19	\$102.32	\$0
Kristen Haycook	Liberty Science Center	1/29-30/19	\$ 92.02	\$0
Valerie Chervenak	NJAJPERD	2/26/19	\$ 4.62	\$ 75.00
Michael Pettit	NJAJPERD	2/26/19	\$ 13.20	\$ 75.00
Jessica Wakula	PD – Forrestdale School	1/16/19	\$ 1.73	\$100.00
Jessica Wakula	NJ Elks Anti Bullying Conf	1/31/19	\$ 1.92	\$ 50.00
Marissa Shaheen	NJ Elks Anti Bullying Conf	1/31/19	\$ 4.16	\$ 50.00
Kathleen Fitzpatrick	RBR CST Articulation	1/23/19	\$ 1.67	\$0
Staci Fox	RBR CST Articulation	1/23/19	\$ 3.35	\$0
Roseanne Ansell	RBR CST Articulation	1/23/19	\$	\$0
Kristina Stokhamer	RBR CST Articulation	1/23/19	\$	\$0
Sun Mi Kim	Monthly Prof Mentorship	1/18, 2/15, 3/15, 4/?, 5/10, 6/7	\$ 0	\$0
Laura Kaplan	Yoga/Wellness in Classroom	1/28/19	\$ 4.93	\$199.99

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a roll call vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

## 10.0 Personnel Committee ~ Mrs. Laughlin

### 10.1 Committee Report

Mrs. Laughlin reported that the Personnel Committee met on December 12<sup>th</sup>, 2018 and discussed matters of a confidential nature.

It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to approve item 10.2 through 10.10 as amended:

- \*10.2 Recommend the Board of Education approve the revised contract for Roseanne Ansell for the 2018-2019 school year.
- 10.3 Recommend the Board of Education approve Mary Ellen Phillips at the extra-curricular rate of \$40.57 per hour, not to exceed two (2) hours for a total of \$81.14 to prepare and present a Title I Parent Presentation for the 2018-2019 school year.



- 10.4 Recommend the Board of Education approve Mary Ellen Phillips and Jill Gindi at the extra-curricular rate of \$40.57 per hour, not to exceed two (2) hours for a total of \$81.14 each to prepare and present a Foundations Parent Presentation for the 2018-2019 school year.
- 10.5 Recommend the Board of Education rescind the appointment of Gregorio Quinones as Maintenance Employee as of November 26, 2018 for the 2018-2019 school year.
- \*10.6 Recommend the Board of Education approve Melissa Struzek, Lunch Aide at the hourly rate of \$10.00 per hour for the 2018-2019 school year.
- \*10.7 Recommend the Board of Education approve Samantha Bremekamp as the Ted Ed Club Advisor at the stipend rate of \$1,425 for the 2018-2019 school year to be paid by the Foundation for Shrewsbury Education.
- \*10.8 Recommend the Board of Education approve Samantha Bremekamp as the Young Innovators Club Advisor at the stipend rate of \$1,425 for the 2018-2019 school year to be paid for by the Foundation for Shrewsbury Education.
- \*10.9 Recommend the Board of Education approve Eleni Katsaros as Elementary Long Term Substitute at the rate of \$ 85.00 per day for days 1-20 and the prorated rate of BA/1 \$51,370 for days 20+ to begin on or around January 2, 2018 for the 2018-2019 school year.
- 10.10 Recommend the Board of Education approve the following substitute teacher for the 2018-2019 school year: Megan Berbrick

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a roll call vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

## 11.0 Policy ~ Mrs. Hepburn-Goldberg

### 11.1 Committee Report:

Mrs. Hepburn-Goldberg reported that the Policy Committee met on December 3<sup>rd</sup>, 2018 and discussed the following:

It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to approve item 11.2 as listed:

11.2 Recommend the Board of Education approve the Policies and Regulations listed below for 1st and 2nd Reading for the 2018-2019 school year:

- Policy # 3130 - Assignment & Transfer
- Policy # 3224 - Evaluation of Principals, Vice Principals and Assistant Principals(M)
- Regulation # 3224 - Evaluation of Principals, Vice Principals and Assistant Principals (M)
- Regulation # 4212 - Support Staff Attendance

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a roll call vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

## 12.0 School and Community Relations ~ Mrs. Groom

12.1 Committee Report

Mrs. Groom reported that the Committee met on December 6, 2018 and discussed the following:

## 13.0 Old Business ~ There is no old business.

## 14.0 New Business ~

## 15.0 Public Participation ~

## 16.0 President’s Comments ~ Mrs. Hemel

## 17.0 Closed Executive Session

17.1 It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to move into Closed Executive Session at \_\_\_\_\_ p.m. to discuss confidential personnel matters and/or matters of attorney/client privilege and/or matters of litigation and/or negotiations or contractual matters from which the public may be excluded. Minutes of this meeting will be made available to the public when the need for confidentiality no longer exists.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice call vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

17.2 It was motioned by M\_\_\_\_\_, seconded by M\_\_\_\_\_, to reconvene into public session at \_\_\_\_\_ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.

## 18.0 Adjournment

18.1 It was motioned by M \_\_\_\_\_, seconded by M \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ p.m.

	AYE	NAY	ABSTAIN	ABSENT	COMMENTS
Mrs. Barber					
Mrs. Carroll					
Mrs. Gourley-Thompson					
Mrs. Groom					
Mrs. Hepburn-Goldberg					
Mrs. Montgomery					
Mr. Sweeney					
Mrs. Laughlin					
Mrs. Hemel					

On a voice vote, \_\_\_\_\_ members voted yes, \_\_\_\_\_ members were absent.